



**Scott Walker, Governor**  
**Laura Gutiérrez, Secretary**

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November 7, 2017

Jeffrey Labahn, Director of Community Development  
City of Kenosha  
625 52<sup>ND</sup> Street  
Kenosha, WI 53140

Re: City of Kenosha Plumbing Delegation Request

Dear Mr. Labahn,

I am pleased to inform you that your municipality has been delegated plumbing code enforcement authority per your request. Per Wisconsin State Statute, s.101.02(3) and s. SPS 382.20(2), I delegate your municipality the primary responsibility to do plumbing plan review for all commercial buildings, to be constructed within the limits of your municipality. Per SPS 382.20 Table 2 and items designated with note c within Table 382.20-1, plumbing plans for such buildings may be submitted by the owner to your municipality or our agency. I also authorize your municipality per s. 101.02(3) Wis. Stats., to do plumbing inspections of all size buildings in lieu of our department.

An exception to this delegation is that our agency retains jurisdiction for plan review and inspection for all state-owned buildings, as well as projects for which the owner chooses to submit plans to our agency.

As condition of the delegation, you are required to comply with the following:

- Forward to the department any revisions to the ordinance adopting this code.
- Notify the department, in writing, at least 30 days prior to the date upon which the appointed agent intends to relinquish the responsibilities assumed under this section.

We will periodically monitor municipalities and request activity reports to ensure that our delegated responsibilities are being properly fulfilled by the municipality. We do require that delegated municipal code officials hold the Wisconsin Commercial Plumbing Inspector certification and attend agency-approved continuing education to maintain their certification. Municipalities are always free to relinquish their delegated authority at any time, given proper notice.

I understand that Adam Roder will be the primary code official responsible for plumbing plan review and Kevin Mikolas will be responsible for plumbing enforcement and are properly certified to do so.

Please contact Peggy Thran at (608)266-1352 or [Peggy.Thran@wisconsin.gov](mailto:Peggy.Thran@wisconsin.gov) with changes in your contact information.

DSPS Plumbing Section Chief, Tom Braun will be contacting your code official in the near future to discuss transitional coordination issues and training.

The Division of Industry Services looks forward to working with you.

Sincerely,

Christopher Joch  
Administrator, Division of Industry Services

cc: Amy Millard, Director, Bureau of Technical Services  
Tom Braun, Section Chief, Plumbing and Pool Programs